

Training of 2021-12-07

Session 'Understanding the CEN standardization process'

Questions & Answers

1	If a chairperson is not neutral, how do you proceed?	If you perceive that a TC Chairperson is lacking neutrality, the first thing to do is to have an exchange with the CCMC PM in charge of the TC. The CCMC PM will then investigate and attend plenary meeting to see the extend of the issue. If really there is an issue with the neutrality of the Chairperson, CCMC could refer back to the BT Member supporting the TC Secretariat.
2	Can you act, and if so ho, if the agenda or the documents are too late?	<p>The agenda and documents for Technical Body meetings shall be circulated two months and four weeks before the meeting. The circulation of the agenda and documents for a WG meeting may deviate from the 2 months deadlines, if agreed upon by the WG members.</p> <p>Yes, it is possible to report to the TC leadership in case these deadlines are not respected. They should follow up and find a solution on the way forward with the support of CCMC.</p>
3	Is there a maximum of time a person can be a WG convenor?	The convenor is appointed by the parent body for a period of maximum 6 years, with possible successive extensions of 3 years.
4	Can you explain more about the the individual experts. They are there on personal note, but need to know the national position? Are they always members of a national mirror committee? And are they obligated to consult opinions, to report back to the WG?...	A WG is restricted to individual experts appointed by the CEN members to serve in a personal capacity. The WG experts should be aware of national positions on the subject to minimize the risk of rejection of the draft standard at a later stage. A WG may also include experts appointed by organizations which have observer status in the parent body. Such expert may be a member of the national mirror committee.
5	You did not mention the tasks and responsibilities of the WG secretary. Can you comment on that?	Each WG shall have a Professional Standardization Support, which may include a Secretary to the WG. The WG secretary is responsible to support the WG convenor with a number of tasks, for example: circulation of documents (e.g. meeting invitation, agendas,

		documents for discussion, reports, etc), editing/formatting of draft deliverables, etc.
6	Is there as well a description about WG secretary?	There is no profile of a WG secretary on CEN BOSS describing the tasks, but it should support the WG convenor in the well-functioning of the WG, e.g., circulation of documents via CEN documents, preparation of minutes, invitation to meetings, agendas, reports, etc.
7	Thank you for the explanation regarding WG:s. However, the question regarding late documents was more in connection to TC-meetings.	<p>The agenda and documents for Technical Body meetings shall be circulated two months and four weeks before the meeting. The circulation of the agenda and documents for a WG meeting may deviate from the 2 months deadlines, if agreed upon by the WG members.</p> <p>Yes, it is possible to report to the TC leadership in case these deadlines are not respected. They should follow up and find a solution on the way forward with the support of CCMC.</p>
8	is there a limit of the term of the chairman? (or same as convenor?)	Appointed by the TC (delegated Decision) on the nomination of the TC Secretariat for a period not exceeding 6 years. Successive extensions of not more than 3 years are possible. Yes, the same as for the convenor.
9	It also exists CR !? CEN reports? Is that an old kind of publication?	The CEN report is the equivalent of a CEN Technical Report (TR). Yes, it's an old publication which is no longer used. A TR is a document adopted by CEN containing informative material not suitable to be published as a EN or TS. A TR may include, for example, data obtained from a survey carried out among the members, data on work in other organizations, or data on the "state-of-the-art" in relation to national standards on a particular subject. A TR is established by a CEN Technical Body and approved through a simple majority vote by the CEN national members. It involves no obligation at national level. No time limit is specified for the lifetime of TRs, but it is recommended that they are regularly reviewed by the responsible Technical Body to ensure that they remain valid.

10	if a draft for a new work item has been created and in parallel a systematic review result is 'confirmation' of the existing standard, would you anyhow apply for a NWI in the TC?	As explained by Nuno, it is not because a systematic review result into 'confirmation' that the TC cannot decide to revise the standard but a 'confirmation' would give an indication that the TC will not get much support in the progress of the revision.
11	Can CEN say "No" to a standard request from the EC?	Yes, the CEN Technical Board can decide to reject a standardization request from the EC.
12	Who decides on the need of an A-deviation? Do the experts/members need to know this for their own country?	Yes national experts should know better the national legislation constraints.  CEN National Members should inform the relevant technical body of their need to request an A-deviation as soon as the drafting starts and at the latest during the CEN Enquiry. The TC needs to take a decision on A-deviation.
13	Once a NWI is created, are there next procedural steps?	The next step after the creation of the NWI is the submission of the first working draft (FWD) to CCMC. In case of harmonized standards, the TC is encouraged to request HAS assessment of the FWD via the transmission notice. The FWD needs to be submitted by the TC secretary to CCMC via the transmission interface.
14	just for clarification, a revision/amendment with same scope, do you only need a decision approved by simple majority? you dont need to follow the 5 countries rule?	The approval of a NWI via CIB always need to comply with the 5-members rule. However, in case of a revision/amendment with the same scope, simply majority vote applies.
15	Thank you, but my question was on CR. An example is CR 10320:2010. Is that the same as a TR?	CR is the old designation of TR and should be removed from the collection. If there is a need to keep the content of an old CR, the TC need to revise it (even lightly) and, if the vote is positive, publish it again as a CEN TR.
16	Can a document be resent on a second enquiry, if there are many comments on the prEN. Or do you go to FV anyway?	Yes, a second enquiry can be considered in this case but a management decision to do so will need to be taken at TC level.
17	I still don't understand why is BT instead TB (Technical Boars) like TC (Technical Committee).	This abbreviation is historical... BT standards for the French 'Bureau Technique' and dates from the time the CEN management centre's working language was still in French.

18	SR: If, based on the SR result, TC takes a decision to revise, is a NWI CIB also necessary? So 2 decisions?	If the result of the systematic review is 'revise', it's enough to just launch a CIB for the adoption of a NWI to revise the standard.
19	If the outcome is a revision, and you send out a CIB call for experts and the response is poor, e.g. no NSB or only one appoints experts. What is the procedure in these cases? Withdrawal?	One of the options is to request the BT for approving a derogation for the 5-members rule. However, it is important to provide a detailed justification.
20	How come that CEN stopped to attach separate prEN/FprEN drafts during Vienna agreement ballots? this becomes a problem when the ballots are not in parallel or the ISO standard already is published	In line with the day-to-day management of the VA, CEN does not circulate the drafts during the ENQ and FV ballots for parallel projects with ISO. The CEN members get the ISO documents and circulate them at national level. See the day-to-day management: <a href="https://boss.cen.eu/media/CEN/ref/va_d2d_management.pdf">https://boss.cen.eu/media/CEN/ref/va_d2d_management.pdf</a>
21	How many tolerance requests are allowed for a project? can BT approve a second tolerance request?	Only one 9 months tolerance. An additional second tolerance can be exceptionally approved by the BT, but this need to be duly justified by the TC. When a document takes too much time to progress it is often better to abandon the WI and create a new one.
22	Can a TR have recommendations (not requirements)?	A TR is informative and should not contain requirements.
23	What about recommendations?	Fine for recommendations at this stage.
24	Could you say again, where in Projex do you register a PWI?	The session <a href="#">CEN Projex-Online Working Area - an introduction</a> provides further details.
25	can a TC decide during a meeting to "confirm a CEN/TS.	Yes, a TC can take a decision during a meeting to confirm a TS.
28	"Working area" is on the upper right side of the Projex page.	The session <a href="#">CEN Projex-Online Working Area - an introduction</a> provides further details.
29	I was wondering why on the different steps of the project, we have to duplicate sending the documents with an email to CCMC AND posting on ETrans ? Thank you :)	Normally, the draft documents are submitted via the transmission interface only, Etrans, and not via email.

30	Regarding the 5-member rule. You mentioned it is possible to deviate when there is a justification.	Yes, if the outcome of the CIB for the adoption of a NWI is positive, but there are less than 5 members committed to participate, then it is possible to request BT to approve a derogation for the 5-members rule. However, it is important to provide a detailed justification.
31	I have a problem in a TC where they discussed about all WI in technical programme and they agreed that some published CEN/TS or CEN/EN do not need to have a SR now, even if the 3 years are not yet passed (some were passed but CEN didn't launch the SR yet, some were just published in 2020. During the meeting I didn't take any decision about that result of discussion but I only wrote the discussion and results from discussion in the report. afterwards a TC expert wrote to everybody that I have to add the decision they took about revision of TS or not.	The systematic review for a published CEN/TS is launched automatically every three years and ENs every five years. There is no need to take a decision before the systematic review to confirm the standard. However, it might be possible to launch the systematic review earlier. So in my view, you proceeded correctly, the confirmation of a standard should be done during the review process.
32	A standard was developed under VA/ ISO lead. Now the VA has been cancelled. What does the CEN/TC needs to do now? Wait until the standard is published by ISO and then start a ballot to adopt this as a EN/ISO standard?	If the VA was cancelled during the development of the standard, the CEN/TC needs to decide on whether cancel the project and re-start the work together with ISO or continue the work at CEN/TC level in view of its publication at EU level only.
33	If the EN-standard is on SR and there is a decision to make a revision and at the same time the EN-ISO is agreed to be published. What will happen? Will there be a revision of the EN-ISO-document? Or will the decision to revise the EN just be dropped?	In theory, when the EN ISO is published, it should supersede the overlapping EN and therefore its revision should not happen anymore. Future revisions should be on the EN ISO standard.
34	Will an EN be automatically superseded by a new EN ISO with the new number?	Yes, if there is a decision at TC and ISO to work together on a EN ISO standard, if there is already an overlapping EN standard, this European document will be superseded and the EN ISO standard with the new number applies.
35	If an Iso project has already registered is it possible to start a parallel development in CEN through Vienna Agreement? Which would be the first step? Contacting the	In principle, if the ISO project is in very early stage, it is possible to start a parallel development under VA. Yes, I would suggest to

	ISO/TC CM and then open a ballot in both TCs?	contact the ISO/TC CM and then launch a CIB for the adoption of a NWI at CEN/TC level.
36	Is it preferable to include an annex ZA into an ISO std if this standard has the intention to become an harmonized EN standard as a successor of an actual EN-harmonized std.	If a harmonized standard is being revised via EN ISO standard, the EN ISO will include an Annex ZA during its development process. However, at publication stage, the Annex ZA in the ISO standard is removed, and the EN ISO standard will include the European Foreword and Annex ZA.
37	Is the % of standards of CEN being different then ISO different today than 10-20 years ago? Is there a trend? What is your expectation how this will develop? Are specific topics affected, e.g. digital?	In the CEN portfolio about 30% of the publications are the same as the ISO publications.  On a yearly basis those figures have been increasing in the last year and it is currently about 40% of the CEN yearly publications, which confirms an increase of the joint work.
38	If that 'single market' is seen as so important, why does it take so much time to come out of the current problematic situation with harmonized standards and publishing them in the OJEU?	Following the EU court cases, the EC has changed some internal processes with regards to the assessment and citation of harmonized cases. For instance, the EC is having a very legal approach which may imply delays in their assessment. The citation process has changed contributing to further delays.
39	Certain standards have been issued with an Annex ZA, but haven't been adopted to the OJEU, due to some BT, HAS-C or commission concerns. What will happen to the non adopted standards? Can they be used for certification all over Europe anyhow? (affects some standards in TC 79). The standards are available and can be purchased.	Yes, if a standard is not cited in the OJEU, that standard does not provide presumption of conformity with certain EU legislation. However, it can be used for other purposes, e.g. certification.
40	Are all harmonized standards free available? How does this work if the standard needs revision: does it continue automatically to be part of free availability?"	Harmonized or non-harmonized standards are publicly available but are not for free. The same applies to revisions.
41	Is it correct that no citation in OJEU is no base for CE-marking so there for you need	Yes, that is correct. In case there is a standard cited in the OJEU that has been superseded by another version that was rejected for citation, this means that the superseded standard needs

	to use the old EN standard, which causes problems/uncertainties in the industries?	to be used for CE marking purposes. Indeed, this may create some confusion in the market.
42	In which case no Formal Vote is necessary and an Enquiry suffices?	The TC can decide to skip Formal Vote under certain conditions: if the vote result is positive (weighted vote), technical comments are not included in the standard (just editorial) and the TC decision to skip formal vote is positive (simple majority vote). In case of harmonized standards, there is another condition: the Enquiry HAS assessment result must be compliant to skip Formal vote.
43	For clarification on the question of Lisbeth, ISO adopting an EN standard is always done under a VA. And the result will always be an EN-ISO that will supersede the EN, or?	Better to have indeed a CEN lead.
44	How come that projects that are developed under Vienna agreement and planned to publish as harmonized standard, are not preferred/per default to be developed under CEN lead? considering the "extra work" with HAS-consultants and assessment requests.	Following the 'Vienna Agreement Day to day management between ISO/CS and CCMC' the default approach is ISO lead when a project is registered. There is no distinction if the project is harmonized or not. However, if agreed by both Committees, CEN could take the lead.
45	There is EU standard published in 2014 but still not cited at OJEU due to blockage, so CE marking must be according to the old 2005 version and this impedes producers from using CE-marking for a variety of products. When will OJEU?	Yes, this situation is very unfortunate, this means confusion in the market, two versions are applicable: one standard cited in OJEU, withdrawn but must be used for CE-marking purposes and a second standard published, state of the art but not cited in the OJEU and therefore CE marking is not possible.
46	Worry: when will OJEU citations start again?	In most sectors, OJEU citations are happening. However, in few sectors, e.g. construction, OJEU citations are very limited
47	Based on Nuno's answer: "However, in few sectors, e.g. construction, OJEU citations are very limited" I work in construction with NEN, any idea how long it would probably take before the citations will start again? 1 year, 2 years, 5 years, 10 years...?!	That is correct, the last citation in the OJEU under the CPR was in 2019. Some TCs are revising hEN based on the mandate and TC answer to the mandate. The boundaries of the mandate need to be respected. This means that few hENs might be offered for citation to the EC in 2022 and 2023. The use of the mandate and TC answer to

		<p>the mandate is a solution that may work only in some cases, i.e., when the mandate is still accurate from a technical point of view.</p> <p>We are hoping that the CPR Acquis process will translate into the launch of standardization requests for construction products.</p>
48	There are a lot of webinars. Is the material also available as pdf (report or presentation)?	<p>Yes, the presentation of this webinar is also available in PDF format:</p> <p><a href="https://experts.cen.eu/trainings-materials/events/2021/2021-12-07-training-tbo-cen-standardization/">https://experts.cen.eu/trainings-materials/events/2021/2021-12-07-training-tbo-cen-standardization/</a></p>
49	May I ask you what do I have to do for TS or EN that had to be submitted to SR by CEN by June 2021, but CEN has not been done yet? TC experts discussed and agreed a position during the meeting and I only reported them in the report, but one expert now wants that I write a Decision on them about confirming them. I cannot take a decision about these deliverables during the meeting, is it? Do I have to write a decision where experts ask the secretariat to launch a CIB for SR in order for them to confirm them? and then launch a SR and tell them to vote for confirmation ? Or do I have to wait for CEN SR to be done, and there they will vote their decision. Or do I have to do nothing? thank you so much!	<p>It is important to inform CCMC if the systematic review for a EN or TS was not launched. The systematic review is automatically launched and perhaps there was a technical issue. CCMC should launch the SR for those deliverables and after the outcome is available, the TC should take a decision on the way forward.</p>
50	The ISO std is not yet published, foreseen Q2 of 2022. So if it should be useful to include already the annex ZA .....	<p>The Annex ZA should be included in the ISO standard and is removed at ISO level when the standard is published. The Annex ZA is included only in the EN ISO standard.</p>
51	If an EN-standard is on SR and the result is to make a revision and at the same time the EN-ISO is agreed to be published. What will happen? Will there be a revision of the EN-ISO-document? Or will the decision to revise the EN just be dropped?	<p>If there is a decision at TC and ISO to work together on a EN ISO standard, the overlapping EN will be superseded and the EN ISO standard with the new number applies. The decision to revise EN is dropped.</p>